District of Columbia - Program and Technical Management Standards Hierarchy
Office of the Chief Technology Officer

OCTO Program and Technical Management Standards

Tech Acquisition Planning and Program Initiation
- Concept of Operations
- Charter and Organization
- Planning
- Procurement Strategy
- Budgeting
- Business Case
- Consolidated Program Management Plan
- Technology Acquisition Pan Verification
- Transition to Operations/ Project Certification Plan
- Five-year operations plan
- Lifecycle timeline
- Approval

Program Financial and Schedule Management
- Work Breakdown Structure
- Cost and Resouce Estimating
- Cost Loaded Scheduling and Sequencing
- Milestone Definition and Tracking
- Spending Plan
- Work Forecasting and Budgeting
- Cost Control - Recording of Actuals and Accruals
- Earned Value

Program Engineering and Software Dev. Lifecycle Mgt.
- Requirements Gathering specification/ certification
- Requirements traceability matrix
- Requirements Verification
- System Engineering Plan
- System Design
- SW Developent Plan
- Security Plan
- Staffing & Resources
- Risk Management
- Master Test Plan
- System Design and Engineering Review
- Turnover Package
- Training Plan
- Completion/ Acceptance Criteria

Program Quality, Product, and Performance Management
- Requirements quality verification
- Documentation
- Quality Plan
- Acceptance Criteria
- Metrics and measurement
- Project Archives
- Independent Validation and Verification
- Audit

Program Procurement Management
- Acquisition Segmentation Plan
- Procurement Planning
- Solicitation Planning
- Solicitation
- Track procurements
- Contract Management

Program Communications, Reviews, and Reporting
- Status Reporting
- Monthly Program Reviews
- Communications Plans
- Issue Management

Program Configuration Mgt and Change Control
- Change Mgt Plan
- Configuration Mgt
- Baseline Change Approvals

Program Completion and Closeout
- Deliverables Acceptance Mgt
- Operations Transition
- Lessons Learned/ intellectual capital collection
- Contract closeout
- Administrative closeout